



SPECIAL EDUCATION QUICK START GUIDE

This guide from the Indiana Department of Education (IDOE) serves to streamline the onboarding of new staff members who will work with students with disabilities. This quick reference offers schools a starting point for collaborative conversations surrounding special education students to move from compliance to the amplification of student learning and participation in schools. This document should not serve as a comprehensive list.

Resources

Ensure that you have access to the following resources and systems, as applicable.

U.S. DEPARTMENT OF EDUCATION / IDOE

- [IDOE Special Education webpage](#)
 - [Indiana Special Education Directory](#)
- [IDOE Early Childhood Special Education webpage](#)
 - [IDOE Early Childhood Special Education Flow Chart](#)
- [IDOE Special Education Moodle Course](#)
- [IDOE LINK Portal:](#)
 - [Security Access: Setting Staff Types \(Roles\)](#)
 - [LINK Portal and EdPlan](#)
- [IDOE Notice of Procedural Safeguards](#)
- [IDOE Choice Scholarship Program webpage](#)
- [Indiana State Board of Education Special Education Rules Title 511 Article 7 Rules 32-49](#)
- [Navigating the Course: Finding your way through Indiana's Special Education Rules](#)
- [U.S. Department of Education Parent and Educator Resource Guide to Section 504 in Public Elementary and Secondary Schools](#)

LOCAL

- Corporation Learning Management and/or Student Information System
- Corporation/School Curriculum and Maps
- Corporation Individualized Education Plan (IEP) System or Template
- Corporation/School Special Education Materials

ADDITIONAL PARTNERS

- [Indiana Secondary Transition Resource Center Newsletter](#)
- [IN*SOURCE Special Education Parent Support webpage](#)
- [Indiana Learning Lab](#)
- [Indiana Individualized Education Program \(IIEP\) System Manual](#)
- [National Center for Special Education in Charter Schools Special Education Toolkit: Guidance for Charter School Authorizers](#)



Policies and Procedures

Work with school and corporation leadership teams to review and understand the following key special education programming areas as they pertain to your role within the corporation or school setting.

Assessments

- I AM
- ILEARN
- IREAD-3
- SAT
- WIDA ACCESS

Special Education Policy

- Individuals with Disabilities Education Act (IDEA)
- Section 504 of the Rehabilitation Act of 1973
- Every Student Succeeds Act (ESSA)
- Americans with Disabilities Act (ADA)
- Article 7

Special Education & Classroom Teacher Collaboration

Providing Core Special Education Development

- Program and Placement Models
- Staffing/Curriculum
- Scheduling

Parent Communication & Family Engagement

Access to Corporation Data and Core Curriculum

Special Education Identification

Writing an IEP

Contacts

Maintain up-to-date contact information for school, corporation, and IDOE Special Education support staff. If helpful, document names and contact information (email and phone number) of individuals in the fields below for future reference.

State

Corporation

School

Special Education Team

Family Engagement Specialist

Lead/Mentor Teacher

State Special Education Specialist

Interpreters

Literacy Coach

Assessment Specialists

**Curriculum/Student Services
Director**

School Test Coordinator

Technical Assistance Specialist

**Special Education
Director/Coordinator**

Principal/Assistant Principal